Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Name: \_\_\_\_\_\_\_\_\_\_

**Single Late Work Freebie Form**

***Single Late Work Freebie:*** Each student will have one chance to turn in an assignment (excluding the final paper) 24 hours late for any reason. Student will submit appropriate form to instructor (found on class wikispace page) *along* *with* the late assignment to receive full credit.

I have chosen to use my *Single Late Work Freebie* on this assignment-

Assignment title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*I understand that all other work I have falls under the late work policy found on the class syllabus:*

***Late Work:*** Late work will only be accepted if you have contacted the instructor at least 24 hours in advance about the issue *and she chooses* to grant you an extension. Depending on the situation, the paper will be docked 15 points for lateness. If your reason legitimately falls under her Excused Absences Policy and you contact her 24 hours in advance you *may* not lose points. *Student who do NOT contact the instructor and receive an extension will NOT be able to turn their essays in late. They will receive a zero. NO EXCEPTIONS*.

***\*\****Having to work late, having trouble coming up with something to write, computer problems, document loss, internet issues, other classes assignment loads, etc. DO NOT count as legitimate reasons for an extension. **Computers crash, life happens, and papers will still need to be turned in when they are due.**

*\*\*Papers turned in after class has started (after the first 10 minutes of class) will be docked 20 points NO EXCEPTIONS.*